



Western Nevada College

2008 Summer Semester INFORMATION



**VIEW CLASSES & REGISTER ONLINE @
www.wnc.edu**

Course Topics

Stay on track to meet your educational and career goals with summer classes.

Enroll now for the upcoming Western Nevada College summer term. Classes are available to help you work toward a degree, upgrade career skills or enjoy lifelong learning.

Check the list below for class topics that interest you and will help you meet your personal educational goals. Then log on to the college web site for specific classes being offered in those areas.

www.wnc.edu

CLASS LISTINGS COURSE TOPICS SUMMER 2008

Check the boxes below for the class areas that interest you.

CARSON CITY CLASSES

- ☐ American Sign Language
- ☐ Art
- ☐ Astronomy
- ☐ Automotive Mechanics
- ☐ Biology English
- ☐ Environmental Studies
- ☐ History
- ☐ Humanities
- ☐ Mathematics
- ☐ Music, General
- ☐ Nursing
- ☐ Philosophy
- ☐ Political Science
- ☐ Real Estate
- ☐ Recreation & Physical Education
- ☐ Social Work
- ☐ Sociology
- ☐ Spanish
- ☐ Theatre

DOUGLAS CLASSES

- ☐ American Sign Language
- ☐ Art
- ☐ Business
- ☐ Communication
- ☐ Computer & Office Technology
- ☐ Computer Applications
- ☐ Economics
- ☐ English
- ☐ Management
- ☐ Music, General
- ☐ Psychology
- ☐ Theatre

FALLON CLASSES

- ☐ English
- ☐ Mathematics
- ☐ Nursing
- ☐ Spanish

FERNLEY CLASSES

- ☐ Early Childhood Education
- ☐ Human Development & Family Studies

WEB CLASSES

- ☐ Business
- ☐ Economics
- ☐ English
- ☐ Health Education
- ☐ Health Information Technology
- ☐ History
- ☐ Management
- ☐ Mathematics
- ☐ Music, General

NON-CREDIT COMMUNITY EDUCATION

Carson City Classes

Crafts - Quilting, Faux Painting
Dance - Belly, Swing, Ballroom
Driver Education
Fine Arts - Painting, Sketching
Martial Arts
Traffic & Motorcycle Safety

Douglas Classes

Crafts - Quilting, Faux Painting
Fine Arts - Painting, Sketching
Traffic Safety

Fallon Classes

Personal Development
Recreation
Safety

Fernley Classes

Crafts & Fine Art

Degree Programs

ASSOCIATE OF APPLIED SCIENCE

- ☐ Accounting
- ☐ Automotive Mechanics
- ☐ Applied Accounting
- ☐ Computer and Office Technology
- ☐ Construction Project Management
- ☐ Criminal Justice
- ☐ Drafting Technology - Architectural
- ☐ Drafting Technology - Civil
- ☐ Drafting Technology - Mechanical
- ☐ Early Childhood Education
- ☐ General Business
- ☐ Geographic Information Systems
- ☐ Graphic Communications
- ☐ Health Information Technology
- ☐ Information Technology
- ☐ Law Enforcement-Academy
- ☐ Machine Tool Technology
- ☐ Management
- ☐ Nursing
- ☐ Office Technology
- ☐ Paralegal Studies
- ☐ Real Estate
- ☐ Welding Technology

ASSOCIATE OF ARTS

- ☐ Associate of Arts
- ☐ Criminal Justice
- ☐ Deaf Studies
- ☐ Fine Arts
- ☐ Musical Theatre

ASSOCIATE OF GENERAL STUDIES

ASSOCIATE OF SCIENCE

- ☐ Biological Sciences
- ☐ Chemistry
- ☐ Computer Science
- ☐ Engineering Science
- ☐ Geosciences
- ☐ Mathematics
- ☐ Physics

BACHELOR OF TECHNOLOGY

- ☐ Construction Management

CERTIFICATE OF ACHIEVEMENT

- ☐ 9-1-1 Dispatch Telecommunications
- ☐ American Sign Language
- ☐ Automotive Mechanics
- ☐ Bookkeeping
- ☐ Business
- ☐ Computer Applications
- ☐ Computer Network Support Technician
- ☐ Computer Programming
- ☐ Computer System Administration Technician
- ☐ Customer Service
- ☐ Desktop Publishing
- ☐ Drafting Technology-Architectural
- ☐ Drafting Technology-Mechanical
- ☐ Early Childhood Education
- ☐ Geographic Information Systems
- ☐ Graphic Communications
- ☐ Law Enforcement-Academy
- ☐ Machine Tool Technology
- ☐ Medical Coding
- ☐ Medical Transcription
- ☐ Medical Unit Clerk
- ☐ Retail Management
- ☐ Surgical Technology
- ☐ Welding Technology

NOW YOU'RE READY! List the class topics that you want to search online for summer courses.

Course Information Available Online @ www.wnc.edu/academics/schedule/

Important Information

Mission & Goals

MISSION

Western Nevada College inspires success in our community through opportunities that cultivate creativity, intellectual growth and technological excellence, in an environment that nurtures individual potential and respects differences.

COLLEGE GOALS

1. Improve student success in program completion and graduation rates
2. Ensure institutional excellence in teaching, programs and services
3. Embrace our college's many communities and respond to their diverse needs.

Privacy Notice & Request for Confidential Status of Directory Information

In accordance with institutional policy and the U.S. Family Education Rights and Privacy Act of 1974, Western Nevada College vigorously protects the privacy of student educational records. The institution does not release the records of individual students, such as grades and class schedules, without prior written consent of the student. WNC does not release information to parents of students regardless of dependence status without prior written consent of the student. A student is defined as an individual who has applied to WNC and who is or has been in attendance at WNC.

As permitted under federal law, an exception to the above practice is the release of "directory" information considered to be public in nature and not generally deemed to be an invasion of privacy. At Western Nevada College, the following categories are defined as "directory" information: student name, city, state, residency status, full-time/part-time status, graduation date, major/degree, academic honors, dates of attendance and whether currently enrolled, and photographs from college sanctioned events.

Students have the right to request non-disclosure of directory information. If they do not restrict release of this information, the information may be released or disclosed. Western Nevada College uses directory information for non-commercial, educational purposes, such as to mail notices to students about changes in policies, services, or

opportunities. Directory information may also be provided for commercial purposes to businesses affiliated with the institution, honor societies, the alumni association and foundation, or other individuals for purposes that may be beneficial to students. The institution exercises discretion in responding to requests for directory information and may or may not provide such information when requested, depending on the intended purpose of the request. The institution does not sell or rent student information for a fee.

It is important to consider carefully the potential consequences of restricting the release of directory information. If a student restricts release for non-commercial educational purposes, the institution will be unable to place the student's name in publications such as honors and graduation programs; to confirm graduation and dates of attendance to potential employers; to verify enrollment with organizations such as insurance companies; or to send notifications about specialized scholarships without the express written authorization of the student.

If, after due consideration, you wish to restrict the release of directory information, complete this form and submit it to Admissions and Records. This directive will apply permanently to your record until you choose to reverse it by submitting a written authorization.

- ☐ Do not disclose my information for commercial purposes.
- ☐ Do not disclose my information for non-commercial, educational purposes.
- ☐ Do not disclose my information for both commercial and non-commercial purposes.

Printed Name _____ Student ID _____
Signature _____ Date _____

The authorization can be mailed, faxed or delivered in person to Admissions and Records.
This request will apply permanently to your record, even following graduation, until you choose to reverse it by submitting a written authorization to Admissions and Records.

Western Nevada College
is a member institution of the

Nevada System of Higher Education

BOARD OF REGENTS

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Dr. Jack Lund Schofield
Steve Sisolak
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REGISTRATION TIPS

- New students should submit application for admission at least 72 hours before your planned class registration time.
- Schedule an appointment with a counselor if you need assistance selecting classes or to take placement tests.
- Register early to get classes at the days and times you want.
- Check the catalog to ensure you have met all course prerequisites.
- Audit status is only for those who do not want grades or course credit.
- Pay fees when you complete registration (no later than published deadlines).
- Check your schedule on Web-REG for accuracy.
- Print a copy of your schedule to take to the bookstore to buy your books and to verify location of classes.
- Be aware of refund deadlines for dropping classes and books.
- Exchange requests to one full-term class for another with the same amount of credits must be submitted by the end the second week of the semester. Even exchange of class/credits will remove the dropped class completely from your transcript. Classes dropped after the 100 percent refund period that are not "even exchanged" will remain on your transcript with a grade of "W," and may affect financial aid for students.
- Periodically check your schedule using Web-REG to see if class meeting location or faculty changed.
- High school students must have a completed high school authorization form to register for classes.
- Withdraw from classes if you are unable to attend or complete the courses by the published deadline.
- Check grades two weeks after the semester has ended using Web-REG.

Calendar

CLASSES BEGIN MONDAY, JUNE 11

Summer Semester

APRIL

- | | |
|---|--|
| <p>1 Fall semester scholarship applications due to Financial Assistance</p> <p>7 Summer registration begins for continuing students via Web-REG</p> <p>9 Summer registration begins for new students via Web-REG</p> <p>21 Fall registration begins via Web-REG for continuing and returning students</p> <p>28 Fall registration begins via Web-REG for new students</p> | <p>8 LAST DAY FOR 100 PERCENT REFUND FOR FULL-TERM CLASSES (classes that have already begun by this date are no longer eligible for a refund)</p> <p>9 Summer classes begin; 90 percent refund period begins for full-term classes (short-term and community education classes excluded from 90 percent refund); classes dropped receive a "W;" even exchanges of credits for add/drop begins</p> <p>13 LAST DAY FOR 90 PERCENT REFUND FOR FULL-TERM CLASSES. Late registration ends, unpaid students may be removed from rosters.</p> <p>16 Last day to apply for summer graduation</p> <p>20 LAST DAY TO PAY FOR FULL-TERM CLASSES WITH A LATE FEE. Even exchange of credits for drop/add ends</p> |
|---|--|

MAY

- | | |
|--|--|
| <p>9 Last day to drop full term spring classes with a "W"; unpaid students removed from rosters</p> <p>12 Final exams begin for spring semester</p> <p>17 Spring semester ends</p> <p>19 Commencement – Fallon – Barkley Theater at Oats Park</p> <p>20 Commencement – Carson City – Carson City Community Center</p> <p>26 Memorial Day Holiday – college closed</p> <p>30 PAYMENT DUE FOR FULL-TERM CLASSES; Unpaid students may be removed from class rosters</p> | <p>36 LAST DAY FOR 100 PERCENT REFUND FOR FULL-TERM CLASSES (classes that have already begun by this date are no longer eligible for a refund)</p> <p>37 Summer classes begin; 90 percent refund period begins for full-term classes (short-term and community education classes excluded from 90 percent refund); classes dropped receive a "W;" even exchanges of credits for add/drop begins</p> <p>41 LAST DAY FOR 90 PERCENT REFUND FOR FULL-TERM CLASSES. Late registration ends, unpaid students may be removed from rosters.</p> <p>44 Last day to apply for summer graduation</p> <p>47 LAST DAY TO PAY FOR FULL-TERM CLASSES WITH A LATE FEE. Even exchange of credits for drop/add ends</p> |
|--|--|

JUNE

- 6 PAYMENT DUE FOR FULL-TERM CLASSES FOR STUDENTS ENROLLED AFTER MAY 30; Unpaid students may be removed from class rosters
- 7 LATE REGISTRATION BEGINS WITH LATE FEE, class availability limited

JULY

- 4 Independence Day holiday – college closed
- 3 Last day to change credit/audit status for full-term classes
- 25 Last day to drop full-term summer classes with a "W"
- 28 Final exams begin

AUGUST

- 2 Summer semester ends
- 15 Summer semester grades available thru Web-REG

Checklist to Success

We will help you in every way we can to make your transition to college as easy as possible. Please make sure you have completed this checklist:

- ☐ **APPLY FOR ADMISSION** - Have you submitted an application for admission?
Apply online at www.wnc.edu.
- ☐ **TAKE PLACEMENT TESTS** - Every student planning to register for English and math courses must take placement tests in reading, writing, and math (or submit ACT/SAT scores).
- ☐ **MEET WITH A COUNSELOR** - Counselors review test scores and help students with planning their academic schedules, career exploration, job search techniques, and educational training requirements.
- ☐ **APPLY FOR FINANCIAL AID** - Many students are eligible for financial assistance.
Apply as soon as possible online.
- ☐ **REGISTER FOR CLASSES** - After testing is completed and you have met with a counselor, register for classes.
- ☐ **ATTEND AN ORIENTATION** - See the counseling and orientation section for dates/times.
- ☐ **PAY BY THE DEADLINE** - Pay summer session fees by designated deadlines, to ensure that your classes are not dropped.

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DO IT ONLINE

**VIEW
CLASSES
& REGISTER**

www.wnc.edu

Special Academic Programs

Continuing Education Programs

Learning is a lifelong process. The Continuing Education Department provides lifelong learning opportunities for all ages within the communities that Western Nevada College serves. From the young child to the senior citizen, students develop skills, enjoy creative or recreational pursuits, and broaden personal knowledge.

COMMUNITY EDUCATION

Non-credit, self-supporting community education classes in diverse areas are offered for adults. Classes may be as short as a few hours or may meet weekly throughout the semester. Field trips and special events may also be arranged. Since Community Education is self-supporting, credit classes that typically do not receive sufficient enrollment can be successfully delivered through this program. New programs may also originate in Community Education. Some programs, such as Motorcycle Safety, will grant an endorsement card upon successful completion. Driver's Education and Traffic Safety School are also offered.

INFORMATION

(or to suggest a new offering)

Carson campus 775-445-4268
Douglas campus 775-782-2413
Fallon campus 775-423-5847

SENIOR COLLEGE

Senior College, a new WNC program based at the Fallon campus, features non-credit and credit courses to meet the specific interests and needs of older active adults in western Nevada. A variety of community education and academic classes are offered. Topics may include learning to operate a digital camera; improving health and wellness; understanding the Global Positioning System; using the Bob Ross method of oil painting; learning basic computer skills such as Internet and e-mail; and taking one-day field trips to historic sites or entertaining events. For credit classes, seniors pay only a small technology fee and, if applicable, lab fees; class registration fees are waived. Non-credit classes provide a 20 percent discount to seniors who are Nevada residents.

INFORMATION

(or to suggest a new offering)

Ginny Dugan . . . 775-423-5847
dugan@wnc.edu

WORKFORCE DEVELOPMENT CENTER

The Workforce Development Center delivers education and training to businesses, government agencies, and non-profit organizations so employees can improve skills and productivity.

Instruction can be tailored to an employer's specific needs or provided as a "pre-packaged, off the shelf" solution to a skill development request. Whether it involves supervision, industrial safety, customer service, computer applications or another area of skill development, training can be delivered when and where it fits the organization's schedule. Flexibility is the key to the operation of the Workforce Development Center and its staff.

Employers may also advertise job openings on the online Job Board. To post a job opening, click on the "List Your Job Openings" link on the Workforce Development Center web site.

Workforce Development Center

Carson/ Douglas campus:
775-445-4427 or 775-445-4458
Fallon campus
775-423-7525 ext. 2224 or 775-423-5847
www.wnc.edu/wfdc

COLLEGE FOR KIDS

College for Kids is an enrichment program to challenge youth in WNC's service area and offer educational and creative experiences outside of the traditional elementary, junior high or high school classroom. Classes such as drawing or painting, dancing, scrapbooking, and inventing allow children to explore their creative side. Classes such as Babysitting Certification and CPR focus on developing their personal skills, to allow them to assume more responsibility as they grow.

INFORMATION

Carson campus 775-445-4268
Douglas campus 775-782-2413
Fallon campus 775-423-5847
www.wnc.edu/community

GED Exam Preparation

GED exam preparation classes are offered at no charge. The program is flexible with classes in the evening, morning and online. Students studying for the GED may work at their own pace using a comprehensive curriculum designed to meet students where they are. Instruction accommodates a broad range of learning styles and skill levels.

ADULT BASIC EDUCATION

Bristlecone Building, Rm. 340
445-4451
Monday - Thursday, 8 a.m. - 8 p.m.
Friday, 8 a.m. - 5 p.m.

English as a Second Language

Several levels of non-credit ESL classes are offered for speakers of other languages who want to learn English. The classes are provided at no charge to students. Courses range in skill levels from beginners who speak some English but want more skills in listening, speaking, reading and writing, through advanced instruction for students who can function well in English, but do not yet have skills to begin college credit classes.

Ingles Como Segundo Idioma

Ofrecemos varios niveles de Inglés desde el más bajo hasta el nivel avanzado. Las clases serán sin costo ninguno. Todos son bienvenidos. Para más información llame la Oficina de Educación Básica de Adultos (ABE) 445-4451, o preséntese en el colegio. La oficina está localizada en el edificio 'Bristlecone Building', oficina 340. La oficina está abierta de lunes a jueves, de 8 a.m. a 8 p.m. y viernes, de 8 a.m. a 5 p.m.

Registration



Registration

Registration at WNC can be accessed online through Web-REG at www.wnc.edu/webreg - follow the instructional prompts. Access Web-REG Internet registration any date AFTER your start date, including weekends

Returning and continuing students may register for summer courses beginning Monday, April 7. New students may register for summer courses beginning Wednesday, April 9.

Web-REG HOURS

Monday-Saturday: 12:30 a.m. - 8 p.m.

Sunday & Holidays: 8 a.m. - 8 p.m.

Computers are available at various WNC locations and at public libraries.

• **STUDENT I.D. NUMBER** — To identify each student, Web-REG will ask for a Student I.D. or Social Security number. Anyone who does not have Social Security number should contact Admissions & Records for assistance.

• **SHORT-TERM CLASSES** — Students may register and pay for short term courses until the day before the class begins.

Counseling Services

Carson City 775-445-3267

Fallon 775-423-4031

Late Registration

Students may register/ add classes during late registration beginning Saturday, June 7. However, class availability will be limited and a late fee of \$25 is assessed. All students must make payment for full term classes added during late registration by Friday, June 13.

Have you moved?

Please use Web-REG to update your address/phone so we can keep up-to-date records!

Thank you!

Registration Information Hours

Office hours are Monday-Friday, 8 a.m.-5 p.m., unless otherwise noted. College staff will be ready to assist with registration on these dates/ times:

WNC CARSON CITY

Monday-Friday..... 8 a.m. - 5 p.m.
unless otherwise noted.

WNC DOUGLAS

Monday-Friday..... 8 a.m. - 5 p.m.
unless otherwise noted.

WNC FALLON

Monday-Friday..... 8 a.m. - 5 p.m.

WNC FERNLEY

Please call for summer office hours.

WNC HAWTHORNE

Monday-Thursday..... 12-5 p.m.
Office open from June 2 to August 4

WNC LOVELOCK

Please call for summer office hours.

WNC SMITH

During June 9 a.m. - 3 p.m.
During July, contact..... 775-465-2269
During August..... 9 a.m. - 3 p.m.

WNC YERINGTON

Please call for summer office hours.

WE'RE HERE TO HELP

Carson Admissions 775-445-3277

Douglas Admissions 775-782-2413

Fallon Admissions 775-423-7565

Class & Building Locations

WNC classes take place on site at the college's three campuses and six rural teaching centers, and at other community locations.

To find a class location, address, map, and class code use the college web site:

www.wnc.edu/location/buildingcodes/

Academic Divisions

Business & Computer Technology

Carson..... 775-445-4424
Fallon 775-423-7565
..... Ext. 2258

Communication & Fine Arts

Carson..... 775-445-3290

Nursing & Allied Health... 775-445-3294

Science, Mathematics & Engineering

Carson..... 775-445-3243
Fallon 775-423-7565
..... Ext. 2270

Social Science, Education, Humanities

& Public Service 775-445-4253

Technology 775-445-3349

WNC Carson City

2201 W. College Parkway, Carson City, 89703

General Information 445-3000

WNC Douglas

1680 Bently Parkway South, Minden, 89423

General Information..... 782-2413

WNC Fallon

160 Campus Way, Fallon, 89406

General Information 423-7565

DO IT ONLINE

**VIEW
CLASSES
& REGISTER**

www.wnc.edu

Where To Find Help

Rural Programs

Dean of Fallon Campus & Rural
Development, Bus Scharmann423-7565
Ext. 2224

Fax423-8029
Recognizing that off-campus office hours
are limited, WNC provides an answering
machine at each location.

WNC FERNLEY

1360 Hwy 95A - P.O. Box 740, Fernley, 89408
Coordinator, Marlene Peterson...575-3348
Fax575-6889
Please call for summer office hours.

WNC HAWTHORNE

601 A Street - P.O. Box 716, Hawthorne, 89415
Coordinator, Robert J. Schleef945-4413
Secretary, DeVona Scott
Fax945-3621
Hours: Monday-Thursday, 12-5 p.m.
Office open from June 2 - August 4

WNC LOVELOCK

Office - 765 Western Ave., P.O. Box 1003,
Lovelock, 89419
Classroom - 1295 Elmhurst Ave., P.O. Box 1003,
Lovelock, 89419
Coordinator, Richard Tree273-4994
Fax273-4913
Please call for summer office hours.

WNC SMITH

20 Day Lane, Smith, 89430
Coordinator, Robbin Moore
.....465-2332, ext. 21
Fax465-2681 or 465-1367
Please call for summer office hours.

WNC YERINGTON

140 N. Main St., Yerington, 89447
Coordinator, Roberta Burkart463-2412
Secretary, Shannon Berumen
Fax463-4334
Please call for summer office hours.

Distance Education at WNC —



WNC offers a full range
of classes delivered both online and
by interactive video. Interactive video
classes offer two-way audio and video
from the originating site to branch cam-
puses and centers at regularly scheduled
times. Most web classes have few, if any,
scheduled meeting times and can be ac-
cessed 24/7 from any computer. Both
are designed to meet the needs of stu-
dents with busy lifestyles who may not
have the opportunity to attend regularly
scheduled or on-campus classes.

Log in to
WNC's Online Learning
www.wnc.edu/elearning
WNC Online Tutorial
www.wnc.edu/online/webtut

INFORMATION
lmackey@wnc.edu.

WEB Learning Information

NOTE: Minimum browser required
for web classes: Windows 98/
Me/2000/NT4/XP or Mac System 7 or
higher. Other operating systems may
work based on browser used,
but no support will be available.
First-time students should refer to web
for specific information:

www.wnc.edu/online/webtut

Web Education: Classes delivered
over the Internet that may require
one or more scheduled meetings,
either online or face-to-face.

Web Enhanced: Regular face-to-face
classes that use an Internet compo-
nent to expand the course experi-
ence.

Blended Classes: Classes delivered
primarily over the Internet but with
regularly required face-to-face meet-
ings (ie: labs, etc.).

Distance Education: Educational
opportunities delivered outside of a
traditional classroom setting using a
variety of technologies (ie: interac-
tive video, Internet, etc.).

CE6: A software delivery package
(aka: shell) for web, web enhanced,
and blended classes delivered over
the Internet.

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www.wnc.edu

Admissions & Registration Information

Admissions Policies —

WNC maintains an “open door” admissions policy. Any adult who can benefit from instruction at the college is welcome to enroll. WNC has no pre-admission standards and does not require new students to provide transcripts of previous educational experiences. Thus, any U.S. citizen, resident alien or qualified international student who:

- is at least 18 years old, or
- is a high school graduate, or
- has completed the General

Education Development (GED) exam and scored a 12th grade equivalency, may enroll in any general program offered by WNC. Admission only ensures general enrollment at WNC and does not guarantee admittance into specific programs or particular classes. For information regarding academic programs or classes, contact a counselor or the appropriate academic division.

ADMISSION FOR NEW STUDENTS

New students or those who have not attended WNC since 1978 must submit an online admission form prior to registration. Once an application has been received by Admissions and Records, students can generally register within two working days. Students will not receive notification of acceptance.

ADMISSION FOR HIGH SCHOOL STUDENTS

The college permits enrollment for those not yet graduated from high school. High school juniors and seniors may enroll with a completed High School Authorization form available at WNC Admissions and Records or online. WNC may also request high school transcripts for verification of enrollment.

High school students below junior level, when identified as academically talented by the school district and recommended by a designated school official, will be reviewed by the director of admissions on a case-by-case basis for enrollment status in credit courses. These students must have a minimum 3.0 GPA and meet with a WNC counselor. Otherwise, high school students below the junior level may only enroll in Community Education or College for Kids classes.

ADMISSION FOR INTERNATIONAL STUDENTS

All foreign-born, non-resident students planning to attend WNC must contact Admissions and Records on the Carson City campus at least three months prior to attendance to prepare college and federal account information.

ADVANCED STANDING ADMISSION

Students who have earned credits from accredited post-secondary educational institutions may be eligible for advanced standing at WNC. These students should submit a “Petition for Evaluation” to Admissions and Records and request official transcripts from each previously attended institution.

NURSING & ALLIED HEALTH PROGRAMS

WNC offers an Associate of Applied Science Degree in Nursing, a Certificate of Achievement in Surgical Technology and an Associate of Applied Science Degree and certificates in Health Information Technology. Admission to Nursing and Surgical Technology programs are limited and require special application.

AUDITING A CLASS

Auditing allows a student to pay the regular fees, attend class sessions, receive all the instruction, and generally do the same assignments and work of a regularly enrolled student, but NOT receive a grade or credits for the class. Auditors are not required to take exams. The last semester date to change credit to audit, or audit to credit, for full-term classes is Thursday, July 3. After this date an audit may not be changed to a letter grade.

COURSE EXCHANGES

Even exchange of courses is allowed during the first two weeks of the term (June 9-20). To drop and add full-term classes for the same number of credits, submit a special enrollment authorization form to Admissions and Records. Students requesting an even exchange during this period should not add or drop classes through WebREG. Dropped courses approved for even exchange will be removed from a student transcript. Courses dropped after the 100 percent refund period that are not “even exchanged” will remain on a student transcript with a grade of “W.”
Note: during the second week of instruction, a signature is required from the instructor(s) of course(s) a student wishes to add.

RESIDENCY

Regulations for determining Nevada residency for tuition charges are set by the Board of Regents. One of the following categories must apply in order for a student to be deemed a Nevada resident:

- 1) A dependent person whose spouse, family or legal guardian is a bona fide resident of Nevada for at least 12 consecutive months prior to the student's date of matriculation.
- 2) A financially independent person who is a bona fide resident of Nevada for at least 12 consecutive months prior to the date of matriculation.

Date of matriculation means the first day of instruction in the semester or term in which enrollment of a student first occurs. A student has matriculated if he/she enrolls in a course and does not withdraw before the 100 percent refund period or has a record of previous enrollment at Western Nevada College. A non-resident who matriculates to WNC shall continue to be classified as a nonresident student throughout the student's enrollment, unless and until the student demonstrates continuous physical presence as a Nevada resident for at least 12 months immediately prior to the date of the application for reclassification. There are additional criteria that must be met for reclassification to resident status. There are also exceptions for determining residency.

Admissions and Records..... 445-3277

Adds, Drops & Withdrawals

Adds/drops may be completed beginning Monday, April 2, using the Internet at www.wnc.edu/webreg. The last day to add full-term classes by Internet is Friday, June 13. Dropping a full-term class must be done by Internet at any time until Friday, July 25. See fee refund policy.

COURSE LOAD

The number of credit units taken by a student, excluding courses taken for audit, makes up the total course load. The number of credits a military veteran or financial aid student takes generally determines the benefits he or she receives. Full-time students carry 12 or more credits; three-quarter-time students carry 9-11 credits; and half-time students carry 6-8 credits. Students may not enroll for more than 18 credits per semester without permission of a WNC counselor.

Registration Information

GRADE POLICY

WNC students obtain their grades via the Internet. The college does not send grade mailers at the end of the semester. Students may request a printed copy on Web-REG. Grades are available approximately two weeks after the end of the semester. Summer grades will be available on Friday, Aug. 15. WNC provides ten complimentary official transcripts; additional copies are \$2.

Federal law protects your grades. The Family Educational Rights and Privacy Act of 1974, as amended, requires a photo ID to verify that you are the person who earned the grades requested when a request is made in person. With requests sent by mail or fax, the written signature of the person who earned the grades is required to release a copy of the grades. A unique PIN is considered the equivalent of a signature if the Internet is used to request a copy of grades.

Class Cancellations/Changes

WNC reserves the right to cancel classes with low or insufficient enrollment.

The list of cancelled courses will be updated as courses are canceled including those resulting from instructor illness or inclement weather. Cancelled class hotline is updated beginning June 9, through the semester.

Students concerned about possible college closure due to inclement weather should check the WNC web site, the main college phone number, and local TV stations.

Class Cancellation/ Class Change Information

Carson/Dayton/Reno area.....775-445-3030
Other areas toll-free1-866-532-5118

Inclement Weather College Closure Information

www.wnc.edu
Carson . . . 775-445-3000
Local TV stations



Bookstore

Web orders can be placed for store pickup or shipment (ongoing throughout semester) for any class. To place web orders or for information see the bookstore web site.

Vouchers are issued by the Financial Aid office and cannot be used for web orders.

WNC CARSON CITY

The WNC Bookstore on the Carson campus is open year-round with limited summer hours. College and holiday closures are observed.

Regular Hours:

Monday-Thursday, 11 a.m.-6 p.m.

Hours will be extended at the start of school and reduced over holiday breaks. Check the web site or call for the latest information.

WNC DOUGLAS

Books may be purchased at the Carson campus bookstore or via the web site.

WNC FALLON

Textbooks will be available (during posted times) at the WNC Fallon bookstore behind Sage Hall for Fallon classes and web classes.

Hours are extended the week before and the first two weeks of class. Afterward, the Fallon bookstore has limited hours. Check voice mail for specific hours.

WNC FERNLEY, HAWTHORNE, LOVELOCK, YERINGTON, SMITH

Orders can be placed for any regular campus classes via the web. Those without access to a computer may call

RETURN POLICY: Refunds will be made the first week of class with a receipt, with the book in its original condition. After the first week, refunds are possible if a student drops a class in the first two weeks of classes, shows proof of drop, and still has the original receipt. All refunds after that date will be at the discretion of the bookstore manager. **Books/packages cannot be returned if packaging is opened.**

HOURS/TEXTBOOK QUESTIONS?

www.wnc.bkstr.com

Call Carson City campus bookstore 775-445-3233

Fallon campus bookstore 775-423-7556



Important Information About Fees

FEE PAYMENT

No invoices will be mailed. It is the student's responsibility to access the WNC web site for the amount owed in Web-REG at www.wnc.edu.

FEE DUE DATES

Friday, May 30 • 5 p.m., or 8 p.m.
when paying by credit card via the Internet,
or

Friday, June 6 • 5 p.m., or 8 p.m.
when paying by credit card via the Internet,
or enrollment may be canceled.
After that date, a \$25 late fee is assessed.

-
Last day to pay during late registration
Friday, June 20 • 5 p.m. or 8 p.m. via the Internet.
After that date, a \$25 late fee is assessed.

-
Payment for short-term classes is due
the day before the class starts.

PER-CREDIT FEES

(additional fees may apply)

Registration Fee \$57.75/cr
Technology Fee \$4/cr

APPLICATION FEE

All students who apply for admission are assessed a one-time \$15 fee when they register. This fee is not deferrable or refundable even if the courses are full, dropped, or canceled.

REGISTRATION FEE

The summer semester registration fee is \$57.75 per credit (except for Community Education classes). The fee to audit a class is the same as the fee to register for credit. NOTE: some classes also carry a special use or lab fee.

TECHNOLOGY FEE

The NSHE Board of Regents approved a technology fee of \$4 per credit. Thus, the typical three-credit class would cost \$185.25 in combined registration/technology fees.

The fee is used to fund technology needs in computing, information delivery systems and enables WNC to stay abreast of the latest technological developments.

PERSONS AGE 62 OR OLDER

No discount is available to Nevada residents 62 years or older as the summer session is self-supporting.

WESTERN UNDERGRADUATE EXCHANGE (WUE)

Through the Western Undergraduate Exchange, selected students from eligible western states may enroll in any of WNC's programs at a reduced tuition level of 150 percent of the college's regular resident tuition. Students must request WUE status on the application for admission and apply for WUE status by submitting a WUE application to Admissions and Records prior to matriculation. WNC reserves the right to limit the number of WUE students from each state.

AGENCY FEE PAYMENT

Students must submit the authorization for third party payment to the Business Office during the week they register.
Fax..... 775-445-3027

PAY BY INTERNET

Pay fees with Visa, MasterCard, or Discover through the Internet: www.wnc.edu. Verify account balance after submitting the request.

PAY BY MAIL/DROP BOX

Make checks payable to Board of Regents. Indicate the student's Social Security number or student I.D. number. A fee payment box for after hours is located on the Carson City campus or mail to:

Western Nevada College
Attn: Business Office
2201 West College Parkway
Carson City, NV 89703-7399

PAY IN PERSON

Business Office hours are Monday through Friday, 8 a.m. to 5 p.m., unless otherwise noted.

GRADUATION APPLICATION/FEES

Students seeking associate degrees or certificates of completion must submit a completed application for graduation and the \$20 fee to Admissions and Records before processing begins. Missing the application deadline or failure to meet degree requirements means students must submit a new application and repay the application fee.

Deadline for filing graduation applications and fees for the summer 2008 semester is Friday, June 13.

Direct Deposit of Student Refund Checks—

The Business Office offers DIRECT DEPOSIT as a convenient means of providing refund/overage checks to students. Instead of mailing a check, the funds can be deposited directly into a checking account.

BENEFITS INCLUDE:

Convenience... No waiting on the mail or waiting in line to cash or deposit the check.

Quick access... The funds are available within two-five business days after the due date of refund.

Safety... Prevent check loss or theft.

Signing up is easy... Just complete the online authorization form, attach a voided check, sign and date. It's that easy! Incomplete forms will not be processed. *Online direct deposit form:*

www.wnc.edu/student-services/admissions/form/ddrefund.pdf
Business Office 775-445-4221

DELINQUENT ACCOUNTS

All delinquent accounts will be placed on financial hold. Students on financial hold may not receive a transcript, register for classes or be awarded a certificate/diploma until the account has been cleared and financial hold removed. Delinquent accounts may be sent to collection after 90 days. The student will be assessed collection/legal fees.

WNC does not furnish counter checks and under no circumstances will postdated or altered checks be accepted. A \$25 collection fee will be assessed for any check returned as unpaid from the bank. Returned checks must be made good within ten days of the bank's notification (cash, cashier's check or money order only) or the college will begin collection procedures.

Important Information

Fee Refunds

The college's refund policy applies to students in all programs and to all registration fees for withdrawal or net credit reduction, except for non-credit courses. The application fee is not refundable and cannot be transferred to another person or to another fee. Refund of fees for withdrawal from WNC semester-long classes will be as follows:

- 100 percent if the withdrawal is completed prior to the first day of semester. The last day is Sunday, June 8.
- 90 percent if the withdrawal is completed by the end of late registration (five working days into semester). The last day is Friday, June 13. NOTE: Community education courses do not have a 90 percent refund period.

Courses dropped after the 100 percent refund period that are not "even exchanged" will remain on a student transcript with a grade of "W."

Any full-term or short-term course that begins at a date different from

the regular semester and/or after the beginning of the semester, and all short-term courses DO NOT follow full-term refund guidelines.

A short-term class is defined as a class that is not scheduled to meet for the entire semester (16 weeks for fall and spring, eight weeks for summer). Short-term courses and courses that start before the regular semester start date must be dropped at least one day before the first class session for 100 percent refund; after this day no refund will be given. The 90 percent refund is not available for short-term classes or classes that start before the regular semester date. **Note: Many summer courses are short-term.**

Refund checks for dropped classes (when applicable) are prepared and mailed biweekly. Payment is made to the student and any other contributing agencies in proportion to the payment

of the original fees made by each at the time of registration. *Drops must be made by Internet before a refund can be issued.*

Refunds after published deadlines will not be considered for reasons which are beyond the control of the student. Failure to attend class, job transfers, changes in work schedule, relocation, etc., will not be considered grounds for refund appeals.

Refund appeals with verifiable evidence may be granted during the first half of the semester for the following reasons: induction or activation into the armed forces; death of the student's spouse, child, parent or legal guardian; death of the student; verifiable error on the part of the college; and verifiable incapacity, illness or injury which prevents the student from returning to school for the remainder of the semester.

In general, no refund is made after the first half of the semester.

Child Care is Available

on the WNC Carson City campus at the Child Development Center

Child Care Options

Full-time Child Care is available weekdays for WNC students and community members. Full-time care is available for infants, toddlers and Pre-K, six weeks to six years. (Priority given to WNC students.)

Evening Child Care is available for WNC students only.

Monday - Friday from 5-10:15 p.m. Children must be ages 6 weeks-12 years. Fees for students are \$3 per hour for children 3-12 plus a \$10 registration fee per semester and \$4 per hour for children 6 weeks-3 years plus a \$10 registration fee per semester.

Part-time Child Care is available Monday-Friday from 7 a.m. to 5:45 p.m.

Students pay a \$10 registration fee and need to provide class registration verification at the time of registration. Fees for students are \$3 per hour for children 3 - 6 years plus a \$10 registration fee per semester; \$4 per hour for children 6 weeks - 3 years plus a \$10 registration fee per semester.

1. Registration requirements apply to both evening and day time programs; part-time and full-time.
2. Registration for new and returning WNC students begins April 7.
3. Spaces are limited so register early to ensure a space for the summer semester.
4. Please be aware that space is not guaranteed.

NOTE: Registration information/paperwork must be turned in at least 48 hours before a child's first day of enrollment.

PARENT SUPPORT SERVICES

A variety of programs help parents learn about child-rearing and become comfortable with their role as parents.



Call 445-4262 for additional information

Financial Assistance

Financial Assistance

The college's Financial Assistance Office administers a broad array of financial aid programs, including grants, scholarships, loans and part-time employment to assist students in meeting educational expenses.

WELCOME

Millennium Scholars

may be reimbursed for summer courses above 100 level completed with a passing grade. Students must be eligible for the Millennium Scholarship and be enrolled in a minimum of six credits for the fall or have been enrolled in six credits in the prior spring semester.

Reimbursement occurs at the end of September after fall processing is complete and is \$40 per credit, up to 12 credits.

www.FAFSA.ED.GOV

How to Apply for Financial Aid

Many students are eligible for some type of financial assistance. It's not too late to apply for summer semester aid. To be considered for financial aid and many WNC scholarships, complete the Free Application For Federal Student Aid (**FAFSA**). Students should complete the FAFSA online at: **www.fafsa.ed.gov/** for 2007-2008 summer funds by June 30, 2008. Then apply separately for 2008-2009 fall funds as these are different award years. Students should keep in mind that applying for and receiving financial aid is a lengthy process. The earlier students apply, the earlier they can be notified about eligibility for financial assistance as some funds are limited. Early submission of the FAFSA increases the possibility of receiving aid. Allow at least 45 days before the semester begins to complete the application process.

Veterans Services

The college maintains an office of Veterans Services on the Carson City campus. Information concerning veterans services is also available through Counseling Services on the Fallon campus and from the coordinator at any of WNC's outlying centers.

Persons who are eligible for veterans benefits include: veterans discharged less than ten years ago, children of 100 percent service-connected disabled veterans, and the widows and children of veterans who died in service or from service-connected disabilities. Veterans and eligible persons are responsible for submitting all necessary paperwork to the Veterans Services Office. Early registration and submission of documents will assist the Veterans Services Office, and allow adequate time for processing applications.

VETERANS STANDARD OF SATISFACTORY PROGRESS

Veterans receiving VA educational benefits must maintain a minimum cumulative grade point average of 2.0 on a 4.0 scale. If GPA falls below 2.0, he/she will be placed on academic probation for the following semester. If the cumulative GPA remains below 2.0 for two subsequent semesters, VA benefits will be terminated. To re-establish eligibility, students must take courses at their own expense until they achieve the required minimum 2.0 GPA.

Financial Aid Checklist

STEP #1: New students should complete the WNC Admission Application and scholarship forms. WNC is unable to process the FAFSA form until a student has been admitted to the college.

STEP #2: Students need a PIN to apply for the FAFSA online. This is not the same PIN number used to register for classes. A U.S. Department of Education PIN allows students to electronically "sign" the Free Application for Federal Student Aid application which reduces processing time. Students under age 24 may also need parents to sign the FAFSA form. In this case, the parents should also request a PIN since they must sign for any information they enter electronically. Request a PIN at: **http://pin.ed.gov/** or when completing the FAFSA on the web application: **www.fafsa.ed.gov/**.

STEP #3: Organize financial records that are necessary to complete the electronic FAFSA. Include a copy of the latest federal income tax form, a parent's tax return for a dependent student (refer to FAFSA instructions to determine this status), and a spouse's return (for married students filing separately). Other income documents may include year-end statements from Social Security, W-2 forms, disability income statements, unemployment compensation statements, TANF annual income statements, etc.

STEP #4: Complete the electronic FAFSA at **www.fafsa.ed.gov**. List Western Nevada College as the college choice. WNC uses school code: **013896**.

For assistance completing the FAFSA, computers and advisors are available in Financial Assistance, 8 a.m.-5 p.m., Monday through Friday. Bring the required Department of Education PIN number.

WE'RE HERE TO HELP

Financial Assistance. 445-3264



Counseling & Testing

Counseling Services

offers a variety of services as an integral part of each student's educational experience

Counselors are available weekdays and some evenings at the Carson City, Douglas, and Fallon campuses to help students and community members make important decisions regarding educational goals and career directions.

Counselors help students plan their academic schedules to ensure understanding of major/graduation requirements and current transfer guidelines. Counselors can also assist students with career exploration, interest testing, job search techniques, current information about labor markets, and educational training requirements.

Students are encouraged to see a counselor prior to enrollment to receive correct, advance advising.

Transfer Center/ Career Center

WNC's Transfer Center assists students who plan to continue their education at another institution. The center provides a variety of services designed to make transfer from WNC to another college or university as easy and efficient as possible. The Transfer Center is in Counseling Services at the Carson City campus, and in the Beck Library at the Fallon campus.

The Career Center provides information regarding career descriptions, job outlook, work settings, and preparation necessary to enter specific career fields. These materials help students select college majors and future occupations.



ORIENTATION



- Find out what students wish they had known before starting at WNC. Hear their stories...
- Tour the campus
- Meet students, staff, and faculty
- Learn about degrees & certificate programs

SIGN UP with Counseling Services

Enter Drawing for Prizes

Carson 775-445-3267
Fallon 775-423-7565
Douglas..... 775-782-2413

UPCOMING CAMPUS ORIENTATIONS

Carson - ASP- Sarah Winnemucca Hall
Tuesday, July 15 5:30 p.m.
Thursday, July 24 5:30 p.m.
Thursday, Aug. 7 5:30 p.m.
Tuesday, Aug. 19 5:30 p.m.

Fallon
Tuesday, Aug. 19 5:30 p.m. VRGH 302

Douglas
Thursday, Aug. 14 5:30 p.m. DC 104

Testing

Every student planning to register for English and math courses at WNC must take placement tests. Testing assesses a student's current skills in reading, writing and mathematics and helps students select the appropriate courses to take at WNC. In some cases, there are also qualifying test scores required for course enrollment.

Those with recent ACT/SAT scores (no more than two years old) or with appropriate courses from other colleges may be exempt. Students who are not sure if they need to test should contact a counselor.

Board of Regents mandated ACT and SAT required scores:

	ACT	SAT
English 101	21	510
Math 120	21	510
Math 126	22	520
Math 128	25	560
Math 176	25	560
Math 181	28	630

The best predictor for college math placement is successful completion of the course prerequisite.

Testing is available by appointment at the Carson City, Douglas and Fallon campuses. There is a \$10 testing fee. Photo identification is also required.

Disability Support Services (DSS)

WNC is committed to making its programs and services accessible to persons with disabilities. To receive academic accommodations through Disability Services, students must be currently enrolled in classes and provide appropriate documentation of their disability.

Support services for WNC students with disabilities are provided through Counseling Services on the Carson City campus. For effective and timely services, students should submit their requests for assistance at least four weeks in advance.

DISABILITY SERVICES

Carson City campus
Bristlecone Building, Room 103
775-445-3267 or 3266
775-445-3035 (TTY)

Academic Program Information



Jump Start a Teaching Career

WNC offers a set of transfer courses for education majors that makes it possible to complete the first two years, up to 64 credits, of course work for bachelor's degrees from the College of Education at the University of Nevada, Reno or Nevada State College. Students may prepare for a degree in Elementary Education, a Bachelor of Science in Secondary Education, or Bachelor of Arts in Secondary Education.

Foundation courses available at WNC include instructional technology, required 200 level English courses, introductory courses in secondary and special education, and freshman and sophomore courses requiring supervised field experience in the K-12 schools.

WNC & Nevada State College Partner in Teacher Preparation

WNC students who are close to completing their first two years of transfer courses toward a bachelor's degree in education can enroll in Nevada State College junior and senior level courses offered at WNC sites and by Internet. Students are able to earn a bachelor's degree and prepare for certification as an elementary or special education teacher without leaving WNC's service area.

A new cohort group will begin in fall 2008. Students may join the group.

Classes are offered at a rate allowing students to finish at the same pace as other four-year institutions. A Sunday section may be added if enrollment is sufficient.

To date, 25 partnership students have finished their degrees and have teaching jobs in the area.

INFORMATION:

www.nsc.nevada.edu/edu

SUMMER 2008

Nevada State College Teacher Education Courses @ WNC:

PSY 307 • PSY 430 • CBL 400 • EL 401
through Liberal Arts & Sciences

Online

NOTE: Students must have completed EDU 201 (previously CI 160) - Introduction to Elementary Education

ADMITTANCE TO THE PROGRAM: Students must have completed the Pre-Professional Standards Test (PPST) to be admitted to the Nevada State College Teacher Preparation Program.

How WNC Courses Transfer & Meet Degree Requirements

WNC's course numbering system helps students identify the types of courses available at the college and their applicability toward specific degrees:

Courses with numbers below 100 (such as ENG 95) are developmental courses which do not apply toward a WNC degree or honors and normally do not transfer to a university.

Courses with numbers from 100 to 299 (such as HIST 101) are college level courses which may transfer within the Nevada System of Higher Education, and often transfer to other colleges and universities, as either an equivalent or a general elective.

Courses with numbers 300 to 499 (such as MGT 462) are upper division courses that are designed to apply toward a WNC Bachelor of Technology degree. They may also transfer to other colleges and universities. For information about how these courses can transfer and apply to a specific program of study, please contact a counselor.

Courses with numbers 1000 and above (such as CFK 1001) are non-credit, non-college continuing education courses. Please contact a counselor for more information.

Courses with a "B" designator after the number (such as MATH 110B) are college level courses which may apply toward a WNC degree, but which may not transfer to UNR & UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or to out-of-state colleges and universities.

Courses with a "C" designator after the number (such as CMSV 245C) are community education courses which generally do not apply toward college degrees.

Courses with an 'L' Designator after the number (such as PHYS 151L) are laboratory courses designed to apply toward a WNC degree and/or transfer to other schools within NSHE, depending on the degree chosen and other courses completed. They may transfer to colleges and universities outside Nevada. Please contact a counselor for more information.

Student Activities & Services

Dini Student Center

The student center is located on the first floor of the Joe Dini Library at WNC Carson City. The center offers students a place to study, relax, and have a good time. It includes:

- **Fitness Center**
- **Game room/pool tables/video games**
- **Television lounge**
- **Student government offices**
- **Study areas**

Monday-Friday 8 a.m. - 5 p.m.

STUDENT ID CARDS

Students obtain college ID cards at the student center information desk.

Monday-Friday 8 a.m. - 5 p.m.

FITNESS CENTER/ACTIVITY STICKER

Students need a WNC student ID card, must enroll in a minimum of three credits and purchase a \$20 activity sticker each semester to use the Fitness Center. Pay for the activity sticker in the Business Office, and take the receipt to the student center information desk to receive a valid sticker. *Valid WNC ID with current activity sticker is required for the Fitness Center. No Exceptions.*

Monday-Friday 8 a.m. - 5 p.m.

QUESTIONS

Dini Student Center 775-445-3218

Food Services

Sedway Cafe, located on the Carson City campus in the Aspen Building, is open Monday through Friday. The cafe serves a variety of hot entrees, fresh salads, soups, sandwiches and grilled items for lunch as well as breakfast and snacks.

Hours/Menus

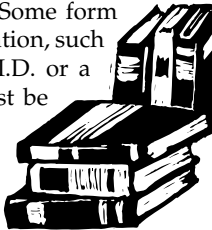
www.wnc.edu/sedway

Jive N Java Jr. Cafe, is located on the Fallon campus in Virgil Getto Hall. Jive N Java Jr. will serve a variety of hot and cold coffee drinks, Italian sodas, smoothies, teas, cold sandwiches, wraps and pastries. It will be open select hours Monday through Thursday.

INFORMATION 775-428-5800

Library Cards

All students need a library card to borrow materials and access library databases from their home computers. Current WNC students obtain a card by coming to the library and filling out a registration form. Some form of personal identification, such as a WNC student I.D. or a driver's license, must be shown.



Student Clubs & Organizations

Student clubs and activities enhance campus life and put students in touch with others who share common interests.

Interested in organizing a new club?

Contact:

Carson & Douglas ASWN 775-445-3323

Fallon ASWN 775-423-7565

Ext. 2264

For a list of current campus clubs and organizations visit:

www.wnc.edu/clubs/

DO IT ONLINE
VIEW
CLASSES
& REGISTER
www.wnc.edu

Student Activities & Services

Associated Students of Western Nevada

The Associated Students of Western Nevada, otherwise known as student government or simply ASWN, is an elected group of students who represent the student body of Western Nevada College. The mission and purpose of the ASWN is to address student needs and concerns through coordination of student activities and organizations as well as helping to assess student needs. All members of ASWN welcome and encourage other students to voice any college concerns or ideas.

Student government offers a great opportunity for anyone interested in organizing student activities and influencing changes or student policies. Students really do make a difference, so get involved!

Visit the ASWN web site to view upcoming student events, contact ASWN members, rate professors and more!

Carson & Douglas

Senate 775-445-3323

President 775-445-4432

Office: Dini Library & Student Center, Rm. 105

Fallon 775-423-7565, ext. 2264

Office: Piñon Hall, Rm. 201

www.wnc.edu/aswn

Student Ambassadors

The WNC Student Ambassador program features an outstanding group of student leaders. Student ambassadors interact with prospective students and their parents, providing information about the college, the programs and the services offered. Student ambassadors attend events in the community representing WNC and participate in campus activities.

INFORMATION

Outreach Coordinator 445-3241



You are a Potential Honors Student!

Find out about WNC's Honors Program

WHAT IS IT?

The WNC Honors Program is designed to challenge students to achieve their highest academic potential. Students enrolled in any major are eligible to participate in the honors program. This means *YOU!*

WHAT ARE SOME PROGRAM BENEFITS?

- a chance to demonstrate your dedication to academic excellence and love of learning
- the opportunity to work closely with your college instructors
- honors recognition on transcripts and upon graduation
- high quality recommendations from college faculty for career, scholarship, or further educational opportunities
- annual year-end recognition for "Outstanding Honors Project"

HOW DOES IT WORK?

WNC students with a 3.0 or higher cumulative grade point average or recent high school graduates with an exit GPA of 3.0 or higher are eligible to apply. Students in the program earn honors credit for a course by undertaking special course projects in addition to the regular course requirements. Projects are completed on a contractual basis with individual faculty members. To receive honors credit, the student must receive a grade of "B" or better for the course and complete the contracted project to the satisfaction of the course instructor. During the first week of classes, talk to your instructors about participating in the honors program.

Honors program participants who receive honors credit in 18 or more course units in at least six different academic disciplines and who have at least a 3.5 cumulative GPA at graduation are designated as honors graduates.

SIGN UP/INFORMATION

Lori Magnante

Program Coordinator

775-445-4449 or lmagnant@wnc.edu

Looking for a JOB?

Check out WNC's
Student Employment web site
www.wnc.edu/jobs/student_jobs/

STUDENT EMPLOYMENT

Access student employment information by clicking on the Student Life link of the WNC web site home page. Employers can enter employment opportunities directly into the web site and students can access job descriptions. *Categories include:*

On-Campus Job Board

On-campus jobs are open to any WNC student currently enrolled in at least 12 credits (or six credits for work-study students). Students who have been awarded work-study as part of their financial aid have priority for on-campus positions.

Tutoring Positions

Tutoring positions at elementary schools within the WNC service area are available to WNC students through the Regents Award Program. Students are not required to apply for financial aid to qualify for these positions, but they must meet the minimum criteria.

Off-Campus Job Board

WNC receives employment announcements for a range of off-campus jobs including part-time, full-time, and temporary positions. These positions are not affiliated with WNC. They are posted on the Job Board as a service to WNC students, alumni, and the local community. For specific information on any listing, contact the employer directly.

Looking for Great EMPLOYEES?

Post your employment opportunity
online through the Employment
Training Center web site
www.wnc.edu/wfdc

Special Activities

Athletics

WNC offers two intercollegiate sports for students who wish to continue their athletic competition while they earn a community college degree or prepare to transfer to a university: baseball (men) and softball (women). Athletes can earn college credits and degrees, use Millennium Scholarships and other types of financial assistance, and compete close to home at WNC.

The WNC baseball and softball teams are Division I members of the National Junior College Athletic Association. Division I schools may offer scholarships.

STUDENT REQUIREMENTS

WNC students participating in the college's athletics program must enroll full-time for a minimum of 12 academic credits and must maintain a minimum cumulative grade point average of 2.0.

Insurance Coverage

WNC students who desire health insurance coverage may purchase it through the Nevada System of Higher Education. Students must be enrolled in six or more credits.

INFORMATION/BROCHURE

Business Office Carson City campus or visit www.unr.edu/shc.

Student Health Care

MedDirect Urgent Care offers WNC students basic health care at a reduced rate. This option covers office visits for treatment of minor illnesses or injuries, and basic immunizations. Additional services, such as x-rays and physical exams, are available at a discounted cost. See the web site for deadline, costs and to sign up for next semester.

REQUIREMENTS

- Students enrolled in three or more credits

MEDDIRECT LOCATIONS

CARSON - 1201 S. Carson St.

(available seven days a week)

DAYTON - 2450 Highway 50 East

INDIAN HILLS - 961-A Mica Drive

www.wnc.edu/student-services/health-services.php

Academic Skills Center

During summer session, please contact us as tutoring is offered on a limited basis.

To help students succeed, the Academic Skills Centers provide tutoring assistance in many subject areas. This service is free to WNC students, and the ASC staff is committed to helping students become self-confident and independent learners. Stop by the ASC at the Carson City and Fallon campuses for schedules of subjects and tutors. (Minimal tutoring in a few disciplines is also available at the WNC Douglas campus.)

Academic Skills Centers

Carson City campus

Bristlecone Bldg., Rm 330 • 775-445-4260

Fallon campus

Virgil Getto Hall, Rm 307

775-423-7565, ext. 2278

Phi Theta Kappa Honor Society

Phi Theta Kappa has recognized academic excellence in two-year colleges since 1918 and is one of the most prestigious honor societies in higher education. WNC has two chapters of Phi Theta Kappa: Alpha Upsilon Beta and Beta Theta Iota. Alpha Upsilon Beta, established in 1991, has inducted more than 500 members. Beta Theta Iota, established at WNC Fallon in 1998, has inducted more than 75 members.

Phi Theta Kappa has four hallmarks:

- Scholarship
- Service
- Leadership
- Fellowship

INFORMATION

Ursula Carlson, Ph.D. 775-445-4269

Michael Tischler, Ph.D. 775-445-3343

Vivienne McClendon..... 775-423-7565

Ext. 2243

www.ptk.org

START COLLEGE EARLY! High School Student Services

WNC offers services which allow qualified high school students to earn high school and college credits simultaneously. They include:

TECH PREP: High school juniors and seniors may earn college credit for occupational coursework completed in high school. Courses are taught by high school teachers who follow a curriculum established by both high school and college faculty. The program is designed to give students hands-on and academic experience. Course credits apply to WNC certificate and degree programs, giving students a head start on higher education programs that relate to chosen career paths.

DUAL CREDIT: Students may earn college and high school credits simultaneously. Each high school in the WNC service area has a list of WNC courses that can also count as high school credit. The program helps students by offering courses not available at the high school, and giving them the opportunity to begin college while still in high school. Contact local school districts for an updated list of dual credit classes.

FAST TRACK: Designated college courses are offered via Internet or interactive video at a discounted rate to high school students. Most Fast Track classes cost only \$25, with a \$15 interactive video fee.

INFORMATION

WNC representative 775-445-4457
or contact your high school counselor

New Driver Education

WNC offers a 30-hour New Driver Education course required by the Nevada Department of Motor Vehicles for new drivers under the age of 18, who's residential address is within a 30-mile radius of the class. Many insurance companies offer financial discounts when presented with a Certificate of Completion. Students must be at least 15 years old to enroll.

CLASS DATES/TIMES/FEE/TO REGISTER

www.wnc.edu/drivereducation/

or call 775-445-4458

Policies

Affirmative Action Policy

WNC is committed to a policy of affirmative action/equal opportunity employer and values diversity in its student population and work force. The college does not discriminate on the basis of race, color, age, religion, gender, sexual orientation, national origin, disabilities or veterans status in the programs that are offered, in the activities sponsored, and in the employment of all professional, classified and student employees. The college has procedures to resolve complaints of alleged discrimination.

Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a federal law that requires colleges to disclose certain timely and annual information about campus crime and security policies.

More detailed information and the crime statistics for the past three years is available at www.wnc.edu/ps.

Drug and Alcohol Prevention Policy

WNC is required to provide information about campus rules and regulations pertaining to alcohol and other drugs. The pamphlet, A Safe Campus, is available at each campus as a resource for students, employee and visitors.

DO IT ONLINE
VIEW
CLASSES
& REGISTER
www.wnc.edu

Principles of Community

As members of the WNC community, we choose to be part of an academic community dedicated to those principles that foster personal and professional integrity, civility, and tolerance.

We strive toward lives of personal integrity and academic excellence. We will encourage in ourselves, and in one another, those responsible actions which lead to lives of productive work, personal enrichment, and useful citizenship in an increasingly interdependent world.

We commit to treat one another with civility. Recognizing that there will be differences of opinion, we will explore the differences in a courteous and forthright manner, always acknowledging individual rights to the freedom of expression and association.

We support tolerance. We encourage those of all cultures, orientations, and backgrounds to understand and respect one another in a safe and supportive educational environment.

Legal Notice

This is the 2008 summer semester class schedule of Western Nevada College. It lists the classes that the college plans to offer and describes registration and enrollment guidelines. This information is subject to change at any time and should not be considered a contractual agreement.

Sexual Harassment Policy

WNC, as a member of the Nevada System of Higher Education, is committed to providing a place of work and learning free from harassment, intimidation or insult. It is the policy of WNC that the sexual harassment of students, employees, and users of WNC facilities is unacceptable and prohibited.

The NSHE Policy Against Sexual Harassment and Complaint Procedure, Title 4, Chapter 8, Section 13, is incorporated into the Board of Regents Handbook. The policy can also be reviewed in the WNC online catalog at www.wnc.edu.

CONTACT

Affirmative Action Officer
Human Resources Office
Bristlecone Bldg. Rm. 104

Student Right To Know Act

The Student Right to Know and Campus Security Act requires that WNC comply with the provisions and updates in disclosing the graduation rate of certificate or degree-seeking students. This information is available to current and prospective students prior to enrolling or entering into any financial obligation.

As of 2006 - 2007, the four-year average Student-Right-to-Know graduation rate was 20 percent.

WNC graduation completion rates are available from Counseling Services and Admissions and Records on the Carson City campus.

STATEMENT OF INTEGRITY

WNC is committed to the highest ethical standards in its administration, teaching, scholarships, and service, and its treatment of its students, faculty and staff.